



**Town of Arlington, Massachusetts**  
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## Arts Council Minutes 07/10/2001

### Arlington Arts Council

*Minutes of July 10, 2001 – Community Safety Building*

**Present:** Members -- Christine Alaimo, Mary Babic, Diane Connor, Shari Craig, Elinore Kagan, Carol Mahoney, Amy Peters, David Silverman, Bob Zinck  
**Absent:** Jamie Doyle, Kathleen Callahan Phelps, Cheryl Hemenway, Suzanne McLeod, Jessica Siegel

*David Silverman called the meeting to order at 7:40 pm.*

### **Item One -- Minutes**

David Silverman moved to approve the minutes from June 13, 2001. Robert Zinck seconded. The motion passed unanimously.

### **Item Two -- Requests for payments**

Robert Zinck moved to approve final payment of \$275.00 to Ellen Duranceau/Stratton School PTO (grant #2001-18) for Garden Stepping Stones for Habitat Garden. David Silverman seconded. The motion passed unanimously.

Robert Zinck moved to approve final payment of \$375.00 to Cyrus E. Dallin Elementary School (grant #2001-03) for Galileo: The Inventor. Amy Peters seconded. The motion passed unanimously.

Robert Zinck moved to approve final payment of \$2832.00 to Arlington PTO Enrichment Committee (grant #2001-01) for Tribal Rhythms. Shari Craid seconded. The motion passed unanimously.

Robert Zinck moved to approve final payment of \$500.00 to Jill Dreeben and John Kusiak (grant #2001-06) for Dancing with the Winds concert. David Silverman seconded. The motion passed unanimously.

### **Item Three – Discussion of by-laws**

Several details of the by-laws were discussed, including:

1. Council members agreed that keeping the membership guideline to 5-22 members was appropriate.
2. Council members agreed that the by-laws should allow Council members to vote to cap our membership for a set period of time (such as 3 months) for any reason (such as when we have lots of new members and want to wait to add additional members thereby giving current members time to learn about the Council).
3. Council members agreed that our by-laws should state that all new members must attend an MCC orientation session, plus we should add any other necessary MCC requirements.
4. Council members agree we should keep the guidelines about unannounced absences (if a member misses more than three meetings without notifying the Council in advance, then the member may be asked to resign from the Council).
5. Council members agree that we should add a section allowing for temporary leave of absences (for illness, pregnancy, etc.) so that members will not need to notify the Council each month and so that their leave time will not count as part of their time as a voting member of the Council.
6. It was discussed that the various member affiliations (associate members, fellows, honorary members) should be fine-tuned. Specifically it was agreed that "or potential" should be removed from the description of Associates, so that associates are all former members, not potential members, and that the description of Fellows should make it clear that fellows are not current or past members of the Council but are outside individuals who the Council wants to acknowledge.
7. A quorum will be defined as "half plus one."

It was agreed that the By-Laws committee will meet before the next meeting and write up all suggestions, including all those outlined above. The committee will provide a printout of the amended by-laws in the August meeting. The Council will then have the by-laws to review for one month before voting on the By-Laws in the September meeting. The By-Laws Committee comprises Christine

Alaimo, Shari Craig, and Carol Mahoney.

***Item Four – Progress reports from all committees***

Town Day Committee: Shari Craig and Mary Babic volunteered to join the Town Day Committee. This committee now comprises Amy Peters (chair), Shari Craig, and Mary Babic and will meet in August to review all details in preparation for Town Day. Amy Peters will create a sign-up sheet in time for the August meeting for all Council members to volunteer to work a shift at Town Day.

Grant Cycle Committee: It was discussed that grants for the forthcoming cycle should be for project that are to take place between 1/1/02 and 12/31/02. This should be made clear to applicants in the guidelines. The Grant Cycle Committee comprises Cheryl Hemenway (chair), Suzanne McLeod, Jamie Doyle, and Shari Craig.

Community Input Committee:

The Community Input Committee comprises Diane Connor (chair), Christine Alaimo, Amy Peters, Shari Craig, and David Silverman.

Diane reported that the MCC recommends holding community input meetings in the spring, so we will consider that for next year. For this year, we discussed updating the questionnaire in time for Town Day in addition to hosting a community input meeting. It was discussed that Open Studios, the Arlington Center for the Arts, and the Universalist Church might all present opportunities for hosting a community input meeting. Diane Connor will contact Lauren O'Neill at the Center for the Arts. Shari Craig will send a copy of last year's questionnaire to all committee members, who should review the questionnaire and email comments or suggestions to Diane before the August meeting.

Mailing List Committee: The Mailing List Committee comprises Cheryl Hemenway, who was not present at this meeting. Tabled for discussion in next meeting.

***Item Five – Discussion of Council-generated projects/grant applications***

Former Council member Lynn Korenbaum has information and ideas regarding Council-generated projects. David Silverman, Shari Craig, and Christine Alaimo will meet with Lynn to discuss project on July 30. Any additional members are welcome to join. It was discussed that the Council could consider a project related to the bike path. It was also mentioned that the Council can do a fundraising project and could also apply for matching funds next year.

***Item Six – Discussion of treasurer position; vote on treasurer position***

This was tabled until the August meeting because Elinore Kagan was not yet sworn in. It was discussed that the Council can consider purchasing software for the treasurer. Elinore uses Excel.

***Item Seven – Other business***

1. Jessica Siegel has been sworn in. Elinore Kagan will be sworn in by the August meeting.
2. The following dates were set for future meetings.

September 11—regular monthly meeting for all Council members. 7:30, location TBD.

October 3—coaching session for applicants, 1-2 Council members will volunteer (other Council members need not attend). This will be at the library. 9-10:00 am

October 16—regular monthly meeting for all Council members; this will be at the library. (grant applications will be distributed at this meeting) 7:30 pm

October 22—first of two meetings for presentations by grant applicants, all members to attend  
This will be at the Community Safety Building. 7:00 pm

October 24—second of two meetings for presentations by grant applicants, all members to attend  
This will be at the Community Safety Building. 7:00 pm.

October 28—Sunday meeting to review all grants and vote. All members to attend.  
This will be at Arlington High School. 10:00 am.

***The meeting was adjourned at 9:17 pm by David Silverman***

Respectfully submitted,  
Christine Alaimo, *Recording Secretary*

Bob Sprague  
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